

**OKLAHOMA WORKERS' COMPENSATION COMMISSION**  
**REGULAR MEETING MINUTES**  
**JANUARY 14, 2021, 1:30 P.M.**

**STATEMENT OF OKLAHOMA OPEN MEETING ACT COMPLIANCE**

Notice of this Regular Business Meeting was filed with the Secretary of State's office on Tuesday, December 29, 2020, at 3:56 p.m. in compliance with the Open Meeting Act.

The agenda was posted at least 24 hours in advance of the meeting, in compliance with the Open Meeting Act. It was posted on the Commission website and at 1915 N. Stiles Ave., Oklahoma City, Oklahoma, the Commission's principal office.

**MINUTES OF THE JANUARY 14, 2021 REGULAR BUSINESS MEETING OF THE**  
**OKLAHOMA WORKERS' COMPENSATION COMMISSION**

The members of the Oklahoma Workers' Compensation Commission met at 1915 N. Stiles Ave., 2<sup>nd</sup> floor, Oklahoma City, Oklahoma, on December 17, 2020.

Members present: Chairman Mark Liotta, Commissioner Megan Tilly, and Commissioner Jordan Russell

Others Present: Lauren Hammonds Johnson, WCC; Hopper Smith, WCC; Alexander Watkins, WCC; James Lawson, WCC; Ian Steedman, WCC; Collin Fowler, WCC; Andrea Delling, WCC; Dr. Jay Cannon, WCC; ALJ McMillin, WCC.

Chairman Liotta expressed appreciation for those in attendance. After the roll was taken, he announced the presence of a quorum. The meeting was called to order at approximately 1:30 p.m.

**1. Approval of Minutes**

The minutes of the December 17, 2020, Regular Meeting and December 23, 2020 Special Meeting of the Commission were considered for approval.

***Motion:*** Commissioner Tilly moved to approve the minutes of the December 17, 2020 Regular Meeting and December 23, 2020, Special Business Meeting.

***Second:*** Commissioner Russell

Those voting aye: Chairman Liotta, Commissioner Russell, and Commissioner Tilly.

***The motion carried.***

**2. Discussion and Possible Action of Consent Agenda for Travel Vouchers Currently Outstanding**

Title 85A O.S. § 23 states, [a]ny Commissioner or employee of the Commission shall be entitled to receive his or her necessary traveling expenses as provided in the State Travel Reimbursement Act. The expenses shall be certified by the person who incurred them and shall be allowed and paid on presentation of vouchers approved by the Commission.” In accordance with this section, the Commission considered a vote to approve the currently outstanding vouchers.

All travel vouchers listed within this Consent Agenda have been made available to each Commissioner prior to today’s meeting, are considered routine, and will be enacted by one motion of the Commission. If separate discussion is desired, that item may be removed from the Consent Agenda and voted upon separately.

*Motion:* Commissioner Tilly moved to approve the travel vouchers.

*Second:* Commissioner Russell

Those voting aye: Chairman Liotta, Commissioner Russell, and Commissioner Tilly.

*The motion carried.*

**3. Discussion and Possible Action on Approval of Case Managers for the Commission**

Title 85A O.S. § 113 requires a list of qualified case managers be developed, maintained and periodically reviewed by the Commission.

The Commission considered approving the list of case managers presented at the meeting that have been vetted by the Medical Director and recommended to have their applications approved.

Dr. Cannon was recognized, presented, gave his recommendation, and answered questions of the Commission.

*Motion:* Commissioner Russell moved to approve the proposed case managers.

*Second:* Commissioner Tilly

Those voting aye: Chairman Liotta, Commissioner Russell, and Commissioner Tilly.

*The motion carried.*

**4. Discussion and Possible Action on Approval of Application for Appointment as Certified Workers' Compensation Mediator**

Title 85A O.S. § 110 requires the Commission to be responsible for certifying individuals who are eligible and qualified to serve as mediators. An individual may be certified as a mediator if the applicant meets the qualifications as required by the Commission in Section 110.

The Commission considered the certified mediator application presented at the meeting, which has been vetted by the Legal Operations Director and recommended for approval.

Ian Steedman was recognized, gave his recommendation, and answered questions of the Commission.

*Motion:* Commissioner Tilly moved to approve the certified mediator application.

*Second:* Commissioner Russell

Those voting aye: Chairman Liotta, Commissioner Russell, and Commissioner Tilly.

*The motion carried.*

**5. Update and Discussion regarding the Denver N. Davison Building Renovation and Tulsa Office Relocation.**

Chairman Liotta presented and answered questions of the Commission.

*No action was taken on this agenda item.*

**6. Discussion and Possible Action Regarding Operation of the Workers' Compensation Commission and Agency Concerns Related to COVID-19**

Commissioner Russell informed the Commission that he has been in communication with the Oklahoma City-County Health Department regarding WCC staff members' access to COVID-19 vaccines under the State's Vaccine Priority Framework. The Oklahoma City-County Health Department is still developing a plan to disseminate the vaccines. Commissioner Russell noted that the Oklahoma City-County Health Department encouraged employees interested in receiving the vaccine to sign up on its website. Signing up would not disqualify an employee from receiving the vaccine in an agency-wide clinic if one becomes available.

*No action was taken on this agenda item.*

**7. Discussion and Possible Action Regarding Operation of the Workers' Compensation Commission and Agency Concerns Related to Potential Public Safety Threats Around Capitol Complex**

Chairman Liotta relayed information to the Commission regarding the Oklahoma Highway Patrol's ("OHP") briefing on potential security precautions during the week of inauguration. Chairman Liotta suggested the option of encouraging employees to telework a few days during the week and shared his discussions with the ALJs regarding modifying or reducing dockets for next week to reduce foot traffic in and around the building.

Administrative Law Judge McMillin briefed the Commission on the docket schedule of the ALJs. She said that out of an abundance of caution, all ALJs are willing to make dockets up in the next two weeks.

The Commission discussed concerns regarding network connectivity and records issues while working remotely.

The Commissioners discussed ideas on how to safely proceed with WCC operations next week, including to keep the WCC open, but minimize the organization's footprint, and work from home, if necessary. Chairman Liotta stated that everything is subject to change as new information is received.

**8. New Business**

"[A]ny matter not known about or which could not have been reasonably foreseen prior to the time of the posting." 25 O.S. § 311.

*There was no new business.*

**9. Announcements**

The Commission's next regular appeals meeting is on Friday, January 15, 2021. The Commission's next dual advisory meeting is on Thursday, February 4, 2021. The Commission's next regular business meeting is on Thursday, February 18, 2021.

**ADJOURNMENT.....Chairman Mark Liotta**

*Motion:* Commissioner Tilly moved to adjourn.

Those voting aye: Chairman Liotta, Commissioner Tilly, and Commissioner Russell.

*The motion carried.*

**The meeting adjourned at 2:37 p.m.**